

Suffolk County Board of Ethics
Suffolk County, New York

Minutes of Meeting Held on
January 30, 2013
Office of the Board of Ethics
335 Yaphank Avenue, Yaphank, New York 11980

Meeting: Board members present: Robin Long, Richard Halverson, Thomas Isles, Heather Palmore and Linda Spahr. Staff present: Samantha Segal, Executive Director and Darlene Kurrass, taking minutes.

Roll Call: The meeting was called to order at 6:00 p.m. by Chair, Robin Long. A roll call was conducted and a quorum was present.

Adoption of Agenda: At 6:00 p.m. a motion was made by Linda Spahr, seconded by Richard Halverson, to adopt the agenda. Upon a vote being taken motion was approved. (5-0-0)

Adoption of Minutes: At 6:01 p.m. a motion was made by Thomas Isles, seconded by Linda Spahr to adopt the minutes of the January 16, 2013 meeting. Upon a vote being taken motion was approved. (5-0-0)

Public Session: No members of the public were present and no written testimony was submitted. Robin Long closed the public session at 6:03 p.m.

Chair Report: Robin Long, Chair, recalled, for the Board, two meetings she, Thomas Isles, and Samantha Segal had with the Presiding Officer of the Legislature and the Chair of the Ways & Means Committee, at which they introduced Samantha Segal as the Board's Executive Director and gave an update on the Board's progress. The meetings were a great, positive experience.

Executive Director Report: Samantha Segal, Executive Director, stated that the meetings with the Presiding Officer of the Legislature and the Chair of the Ways & Means Committee went well, had a positive impact and each seemed pleased to hear the Board's accomplishments. She informed the Board of her meeting Alan Schneider, Personnel Director of the Department of Civil Service. She presented the Board with a prototype of the agency's first Ethics Booklet, discussed outstanding office matters, the submission and compliance of the Board's first Subject Matter Index, how she will be moving forward with the Board's RFQ for outside counsel, drafting Board Rules, posting quarterly newsletters on the Board's webpage and continuing research of community outreach programs the agency can participate in.

Legislation update: Local Law Submission: With Legislative aid, a bill was filed with the Suffolk County Legislature on January 28th, 2013 to amend the financial disclosure statement.

Resolutions: The Board reviewed proposed Resolution No. 003-2013, Suffolk County Board of Ethics Complaint Procedure. A motion was made by Richard Halverson and seconded by Linda Spahr to adopt the procedure. Upon a vote being taken motion was approved and adopted as Resolution No. 003-2013. (5-0-0)

The Board reviewed proposed Ethics Violation Complaint Form. A motion was made by Richard Halverson, seconded by Linda Spahr to adopt the form. Upon a vote being taken motion was approved. (5-0-0)

The Board reviewed proposed Resolution No. 004-2013, Suffolk County Board of Ethics Advisory Opinion Procedures. A motion was made by Linda Spahr, seconded by Thomas Isles to adopt the procedure as amended. Upon a vote being taken motion was approved and adopted as Resolution No. 004-2013. (5-0-0)

The Board reviewed proposed Advisory Opinion Request Form. A motion was made by Linda Spahr, seconded by Thomas Isles to adopt the form. Upon a vote being taken motion was approved. (5-0-0)

The Board reviewed proposed Resolution No. 005-2013, Suffolk County Board of Ethics Freedom of Information Procedure, and the Application for Access to Public Records (FOIL Request) Form. (Tabled)

Executive Session: At 7:15 p.m. a motion was made by Robin Long, seconded by Linda Spahr to go into Executive Session to discuss confidential matters pertaining to advisory opinions. Upon a vote being taken motion was approved. (5-0-0)

During Executive Session, the Board discussed:

- AO-2012-3 and decided it would render an opinion, which will be drafted by the Executive Director.
- AO-2012-4 and decided it cannot be rendered an opinion, and to send a letter of such decision.
- *AO-2013-1 and decided it would render an opinion and to request additional information.

*At 7:40 p.m., Richard Halverson and Robin Long recused themselves from consideration of AO-2013-1 and left the room.

At 7:55 p.m. Richard Halverson and Robin Long returned to the room.

A motion was made by Robin Long, seconded by Linda Spahr to come out of Executive Session. Upon a vote being taken motion was approved. (5-0-0)

New Business: Heather Palmore presented a question to the Board which was followed by a discussion; can a Board member attend a social event held by a person in a political position?

The Board discussed drafting a notice of violation for non-compliance of the 2012 financial disclosure statement filing. Samantha Segal will draft the notice.

The Board discussed the newspapers the Executive Director Press Release was sent to and additional news broadcasters and radio it should be sent it.

The next meeting of the Board will be held on February 13, 2013 at 6:00 pm.

There being no further business, a motion was made by Richard Halverson, seconded by Linda Spahr to adjourn the meeting. Upon a vote being taken the motion was approved. (5-0-0) (8:05 p.m.)